



WELCOME!

Enrolling at Grant High School & PPS

WHAT YOU WILL NEED . . .

1. Legal Parent/Guardian must be present at student registration

2. ADDRESS VERIFICATION – Must be done before you can move on to step 3.

We can help you with this or you can check your address on the Portland Public Schools website at www.schoolchoice.pps.k12.or.us to find you neighborhood school.

3. PROOF OF RESIDENCY – TWO (2) Original Documents Needed:

You may be asked for additional documents during the registration process.

Group A - Primary: (1 or 2 from this group)

- A mortgage statement or closing documents dated within the past 30 days
- A lease or rental agreement valid for the current month, including property owner or leasing agency information.
 - Hand written leases not accepted.
 - Document must include contact information. We will contact the property owner/leasing agent for verification.
 - Families with lease agreements from Home Forward, Hacienda CDC or other income limited housing are not required to provide a second piece of proof of residency
- The declarations page of a renter or homeowner's insurance policy valid for the current month.

Group B - Primary: (1 from this group)

- A power, gas or water bill dated within the past 30 days in your name and showing the service address is the same as your home address.

Group C - Secondary: If you are unable to provide proof from Groups A or B, you may also provide proof from Group C, in addition to a brief statement explaining why you do not have documents from the preferred list, and contact information so we can follow-up with the owner of your current address.

Cell phone statement - Bank statement - Credit card statement - Pay stub - Auto or health insurance statement
Social Security statement, Oregon Health Plan, Unemployment or other government documents

**Students who qualify as homeless under the Federal McKinney-Vento Act are not required to provide proof of residency in order to enroll in school. If you believe your family may qualify as homeless, please contact your school or the Enrollment and Transfer Center at once so that we can refer you to our Homeless Student Services department.

4. REGISTRATION FORM:

Filled out as completely as possible and signed by the legal parent/guardian – this form is available in the counseling office during business hours or you can find it on the website at www.schoolchoice.pps.k12.or.us

5. PROOF OF AGE – Birth certificate, baptismal certificate or passport

6. ACADEMIC HISTORY:

TRANSCRIPT (10th-12th graders) from you last school showing grades from the most recent semester completed. If you are coming to Grant after attending another school mid-semester you will also need to bring withdrawal grades. You should be able to obtain an unofficial copy of your transcript by calling your previous school and requesting one. If you have it faxed to Grant High School, please fax it to the attention of Enrollment. Our fax number is 503-916-2695.*

**If you have been attending an alternative program, it is important for us to make sure a move to Grant is in the best interest of your student. A transcript or withdrawal grades will be required.

7. IMMUNIZATION RECORDS

Evidence of immunization needs to include proof of diphtheria, tetanus, polio, hepatitis B, chicken pox, Hib and MMR. These are required unless parents wish to seek an exemption because of medical or religious reasons by providing the required certificate.

Questions? Please contact our Registrar at 503-916-5160 ext 81084 Thank you!



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Enrolling at Grant High School & PPS FLOW CHART

1	Address Verification					
	Go to www.schoolchoice.pps.k12.or.us to confirm your neighborhood school					
2	Proof of Residency					
	<i>You may be asked for additional documents during the registration process</i>					
	Documents below must be an original, current (dated within the last 30 days) and in your name with the address showing that you have a financial responsibility to the home:					
	Group A Primary (1 or 2 from this group)					
	Rental/Lease Agreement: valid for the current month. No handwritten documents. & must include contact information for owner/leasing agent	A mortgage statement	Closing documents dated within the last 30 days	Insurance: Home or rental valid for the current month		
	Group B Primary (1 from this Group)					
	Current Electric bill dated within the past 30 days	Current Natural Gas bill dated within the past 30 days		Current Water bill dated within the past 30 days		
	Group C Secondary (see conditions below to use this group)					
	<i>If you do not have two forms of proof from Group A or B, you may also provide proof from Group C, <u>along with a brief statement explaining why you do not have documents from A or B, and contact information so we can follow-up with the owner of your current address.</u></i>					
	Cell Phone Statement	Government Documents: Social Security Statement, Oregon Health Plan, Unemployment or other government documents.	Pay Stub	Credit Card Statement	Bank Statement	Insurance: Auto or Health
3	Registration Form					
	Located at www.schoolchoice.pps.k12.or.us	Fill out as completely as possible	Must be signed by legal parent or guardian	Form also available at your school		
4	Proof of Age					
	Birth Certificate	Baptismal certificate		Passport		
5	Academic History					
	Are you a 10 th , 11 th or 12 th grader? If Yes →	If YES: You will need to supply a transcript from your previous school		If you are a mid-year transfer you will need withdrawal grades along with your transcript		
6	Immunization					
	Evidence of immunization needs to include proof of diphtheria, tetanus, polio, hepatitis B, chicken pox, Hib and MMR.		If parents wish to seek an exemption because of medical or religious reasons by providing the required certificate.			

Questions? Please contact our Registrar at 503-916-5160 ext 81084 Thank you!